



ENGLAND BOXING LIMITED BOARD MEETING
DATE: Tuesday 17th October 2017
The RE Hotel Shoreditch, London,
Time: 10:00 – 15.45

Item 1	<p>Present:</p> <p>1.1 Caspar Hobbs – Chair – (CH), Darren Chapple (DC), Gerry Willmott (GW), Mickey Norford (MN), Mike Loosemore (ML), Hilary Lissenden (HL), Lawrence Selby (LS), Alkit Patel (AP), Gio Brugnoli (GB), Liz Norris (LN), Tove Okunniwa (TO) and Philip Beard (PB)</p> <p>Gethin Jenkins - CEO – (GJ)</p> <p>1.2 Apologies: None</p>	<p>I = Info D= Decision A= Action</p>
Item 2	<p>Declaration of Interests:</p> <p>2.1 CH – GB, LS – Chair of disciplinary panel for British Canoeing, DC – Commonwealth Games, MN – EUBC, ML – AIBA and EUBC, GB – G.B., AIBA Executive TO – CEO London Sport</p> <p>2.2 Congratulations were extended to Mike Loosemore for being awarded a MBE for services to Sport Medicine and to Gio Brugnoli for being elected onto the AIBA Executive.</p>	
Item 3	<p>Minutes of Last meeting:</p> <p>3.1 Minutes reviewed, considered and approved.</p> <p>3.2 The following matters were raised that were not covered elsewhere in the agenda.</p> <p>3.3 Queries were raised regarding emergency procedures in the event of a catastrophic incident. It was explained that a working party had been set up and would report once the outcomes of the ongoing judicial process were known.</p> <p>3.4 It was confirmed a rule book was being produced by Nathan Pearce and Micky Budden with a deadline for publishing by 1 January 2018.</p>	
Item 4	<p>Re-election of Directors:</p> <p>4.1 It was reported that Gio Brugnoli and Darren Chapple’s four-year term had come to an end in September. Both expressed their desire to commit to another four-year term on the Board and gave their reasons why.</p> <p>4.2 After leaving the room there was a short discussion followed by a vote.</p> <p>4.3 Both were re-elected to the Board for a further term of four years.</p>	

<p>Item 5</p>	<p>CH gave an overview of his report which included the following items:</p> <p>5.1 A discussion was held regarding the situation with AIBA. There was acknowledgment that there had been short notice of the email ballot regarding the letter sent to AIBA calling for democratic change last week. However, it was explained that this was due to the changing circumstances and the increasing number of calls for an EGM.</p> <p>There would now be a EGM to be held in Dubai on 28 January.</p> <p>There was a general discussion on AIBA and recognition that greater efforts should be made to get representation on the various Commissions.</p> <p>5.2 It was confirmed that we had received a core funding award of £3,200,100 on top of the existing talent. The Chairman thanked the CEO and the staff for their efforts in getting this award. It was noted that we were one of the few sports that that did not have significant reduction in funding.</p> <p>It was further explained that £150,000 of transition funding had also been made available to cover a new commercial and marketing growth including the revamp of the website. In addition, there would be money available to review the commercial inventory.</p> <p>5.3 The Chair noted the exceptional performance of Jack Oliphant who won a gold medal and boxer of the Tournament at the European Junior Championships. This was all the more remarkable given he had lost his mother immediately before the start of the tournament.</p> <p>5.4 It was noted that the strategy will be published shortly. It was recognised that there needs to be a continued emphasis on supporting and enhancing grass roots boxing which forms a key area of the strategy. It was confirmed that a user-friendly version of the strategy would be published on the website.</p> <p>5.5 A discussion on the breakaway clubs was held. It was reported that a number of clubs had returned to England Boxing.</p> <p>5.6 The Vault; A discussion was held on the progress of the Matchmaker system and the medical data base.</p> <p>Directors expressed concern that despite promises, the matchmaking programme was still not available to the membership and we were now in October. It was explained that while tweaks were still being made to the programme the system had been delivered and was currently going through testing in the Yorkshire Region.</p> <p>There was further concern that the directors had not seen any drafts regarding the system. It was agreed that the Boxing directors would be given a demonstration of the programme. It was also explained that the system would be tested with well-known match makers before the full launch.</p> <p>It was stressed that there would need to be a comprehensive communication and roll out strategy developed to launch this with the membership</p> <p>It was reported that the contractual agreements between England Boxing and My Next Match were nearing completion with liability one of the outstanding issues. A three-way data agreement which included 4 global would also need to be signed. Once this was completed then the roll out of the system could begin.</p> <p>5.7 A discussion was held on the Board meeting agenda template and the timings of the sub committees. It was stressed that they should be held approximately 5 weeks ahead of the Board meeting to allow sufficient time to engage other committees and the staff ahead of the board meetings. This should lead to better decision making from the board.</p>	
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	<p>5.8 An update was provided on the removal of individuals who were working against the organisation. It was reported that it was hoped it would be resolved ahead of the AGM. If it wasn't it was agreed to put the issue to a vote in accordance with the Articles of Association.</p>	
<p>Item 6</p>	<p>CEO Report:</p> <p>GJ gave an overview of the report circulated to the Board in advance of the meeting. The following items were discussed;</p> <p>6.1 It was confirmed that since the last Board meeting the focus has been obtaining the core funding from Sport England, stakeholder engagement and work on completing the Code of Governance requirements which has taken a lot of time. On top of the funding reported under the Chairman's report it was confirmed that the £300k short fall from the application was mitigated by Sport England (Chris Colby) providing £150k through a transition fund to go towards the Commercial and marketing budgets (revamp of the website). We now have to find £150k in the proposed budget. This work is currently being undertaken and will partly be met by looking to establish partnerships to partly fund the Club Support Officer positions.</p> <p>There is also a commitment to engage a company to undertake a commercial / sponsorship audit of our inventory.</p> <p>6.2 Inactive / marginalised community funding would be applied for in November.</p> <p>6.3 As a result of the funding confirmation and the changes to the staffing structure within the organisation, it has been explained to the staff that we are in a period of transition whilst we evolve to the new structure.</p> <p>6.4 It was stressed that new initiatives via staff or subcommittees being considered, need to move away from being introduced in an ad-hoc manor and need to be coordinated as part of the overall plan for the respective strategy areas or functional areas. It is also stressed that before new initiatives proceed, however meritorious, there is need to have allocated and signed off budgets before they can go ahead.</p> <p>6.5 It was reported that the Regional road shows were completed and that as part of the increased dialogue and an attempt to get an understanding of the terms of reference with the Regions, a series of meeting with regional representatives had taken place with TTW, West Midlands, London, Western Counties, Yorkshire, Home Counties and initial conversations with UKAFBA.</p> <p>It was reported that the themes have been varied but common ones have included revenue opportunities and costs for putting on shows (specifically the cost of doctors as this is becoming cost prohibitive in some areas). In terms of how they see the remit it varies but they see themselves having an administrative role, organising regional qualification rounds, Regional matches and squads.</p> <p>It was further noted that most have raised the loss of coaching courses. However, it was explained that it is felt this was not necessarily the loss of the courses, but the loss of a relatively easy revenue opportunity.</p> <p>It was reported that any review of the coaching delivery should not be made until the Head of Boxing Development has had a chance to implement meaningful change and delivery of the programme (including sufficient courses).</p> <p>Now we have a full time Head of Finance, one of the early tasks will be to review membership and entry fees in comparison to other sports. It was stressed however that it was felt that there was little opportunity to increase the membership fees.</p>	<p>1</p>

6.6 It was confirmed that as part of the FBT kit agreement we have offered each Region a set of vests and shorts (10 in each colour).

6.7 Code of Governance: It was reported that the deadline for the completion of the Code of Governance work is fast approaching (31st October). It was explained that there had been a significant amount of work required to complete this but the work was on schedule.

It was explained that a major part of the work is the commitment to ensure greater diversity on the Board and plans to ensure this is sustainable going forward. It explained that whilst there was already awareness of the need to get increased female representation on the Board, there was also a requirement to look at the diversity pipe line to ensure future candidates will be readily available. In simple terms this means that we have broad diversity (as a minimum gender and BAME) on the sub committees.

Part of the commitments will be to have better and broader advertising of the positions. The Board were also reminded that the Chairs should be mindful of this when recruiting members to the respective committees.

6.8 Strategy: It was reported that a simplified strategy document is currently being worked on for a soft launch in October in order to be Governance Code compliant. Once the Communications Manager is in place we can look to promote this more widely.

6.9 Staffing: It was reported that Holly Pearce has now left for her maternity break and been replaced by Ashleen Cousins who is on a ten-month maternity cover contract. Head of Finance position has been filled with confirmation that Tony Bilbie joined the organisation on Monday 16th October. Second round interviews for the Communications Manager position with the second round hopefully being completed by 19th October.

The Head of Boxing Development has been advertised with a deadline of the 6th November. It was explained that this in the eyes of Sport England as a critical appointment for the organisation and the delivery of boxing programmes for the governing body.

Club Support Officers – It was reported that following confirmation of the core funding, it is confirmed that four new positions will become available, making nine in total. Advertisement would be undertaken shortly. This was a key part of the strategy providing greater support to the clubs and the membership.

6.10 Sport Relief – Sport Relief have approached England Boxing regarding a potential event and discussions are continuing

6.11 Insurance: It was reported a meeting had taken place with the insurance brokers. They reported that felt we had adequate insurance in place. It was reported that Cyber insurance cover was being investigated.

6.12 England Boxing Offices: It was reported that a review of the England boxing offices was being made and the costs being benchmarked. It hoped a report would be made available by the December meeting.

6.13 Annual General Meeting: It was confirmed that the AGM, is scheduled for Sunday 19th November at Warwickshire Cricket Club, Edgbaston Birmingham. It was also confirmed that following the article changes at the recent EGM mean it was now any Club with one carded boxer on their books is eligible to vote. However, it was confirmed that 50 Clubs still needed to be present to be quorate.

6.14 Article Changes: A discussion took place on the article proposed article changes as follows:

Governance Code requirements: Co-opting a representative onto the Board.

As part of the Governance Code requirements the following change was need to the Articles

Requirement: In exceptional circumstances a director may be Co-opted onto the Board if this is necessary to ensure that the Board has the skills and/ or experience necessary to fulfil its role.

Agreed to put to the membership at the AGM.

Postal / Proxy Voting

In changing the articles during the last EGM, some of the members requested that we look at allowing postal votes or votes by proxy for Articles changes. This partly reflects the difficulties in getting the members to turn up to the AGMs / EGMs.

This proposal was rejected by the Board on the grounds that any changes should be properly debated and the Clubs had the ability to vote by proxy.

Quorum at Meetings.

It was agreed to recommend a change to the quorum Articles. Namely that in the event the AGM / EGM is not quorate then the meeting will be adjourned for an hour rather than a week.

The proposed changes would be circulated to the Board ahead of being issued to the clubs in accordance with the regulatory timelines.

6.15 Operational Recommendations / Outstanding Items from Sub Committee Reports

HR, Legal and Compliance: Options for a Case Management System are to be looked into, so complaints can be properly logged onto a data base and recorded. This to also include a sentencing log.

Talent: It was reported that the International Selection policy for England teams is being reviewed, following recent learnings.

6.16 The Board welcomed the update from the development department including the work being undertaken by the CSOs and the income being leveraged. Income leveraged from April until the end of September, 50 grants have been leveraged into clubs totalling £451,583.

<p>Item 7</p>	<p>Finance update:</p> <p>7.1 It was reported that the drafted audited accounts had been completed and the following time table was agreed to sign them off in order that they could be presented at the AGM and ahead of the regulatory filing deadline in December.</p> <p>The Audit Sub-Committee to make recommendation to the Board by 25th October. Subject to recommendation by Sub-Committee, review and approve by 31st October.</p> <p>7.2 With the appointment of a new Head of Finance, the following timelines for the agreeing of budgets was confirmed. Audit Sub Committee to receive a comprehensive budget for the year to March 31st, 2018, for review at November Sub-Committee meeting. Draft budget for year end March 2019 at January Sub-Committee meeting.</p> <p>It was agreed that going forward the management accounts would be reformatted and include YTD and like for like comparison and against the budget.</p> <p>There was then a general discussion concerning the overall position of the company, the need to generate greater revenues from the competitions and the fact that whilst the funding for the next four years had been agreed the organisation had to start planning for a reduction in public funding at the end of the cycle.</p> <p>It was stressed that we need to look at ways of cutting back on expenditure and increasing revenue. One of the first tasks of the new Head of Finance would be an expenditure review.</p>	
<p>Item 8</p>	<p>Recommendation from the Sub Committee Meetings:</p> <p>8.1 HR Legal and Compliance sub-committee recommends the following;</p> <p>That safeguarding (i) is added to the agenda as an item for every Board meeting going forward; and (ii) each EB subcommittee should have safeguarding on their respective sub-committee meeting agendas. The only sub-committee not required to have safeguarding on every agenda is audit.</p> <p>Agreed</p> <p>Safeguarding should be in itself a designated sub-committee or group. Recommendation to the Board that a safeguarding task force should be set up – which is essentially a sub-committee to the HR, Legal and Compliance Sub- Committee. JA, MI and GV will make up the safeguarding task force. The safeguarding task force will, in due course, review all EB existing safeguarding regulations to ensure gaps in procedures are bridged and that the organisation is not left vulnerable. If any safeguarding concerns are raised in Board meetings or sub-committee meetings (of other sub-committees), these should be fed through and directed to GV and dealt with by the HR, Legal and Compliance safeguarding task force.</p> <p>Regarding who should sit as chair of safeguarding review panel, as EB cannot be seen to be making the rules and adjudicating. Look to find individuals from outside of the HR, Legal and Compliance Sub-committee to adjudicate.</p> <p>Recommend advertising externally for panel members (consisting of experts / individuals with experience in this area) to form a safeguarding panel with suitable safeguarding experience to adjudicate on safeguarding matters. Decided that an open recruitment policy would be preferable. Safeguarding HR, Legal and Compliance sub-committee to prepare an external advert for recruitment of a chair and panel members for safeguarding review panel.</p>	

Agreed, that a task force be set up to review safeguarding within the organisation and to recommend on the best way to proceed with the aim of ensuring safeguarding is fully considered part of the company and that a review of the safeguarding regulations will take place as part of this processes.

To that end it was agreed that Liz Norris will become the Boards safe guarding and Duty of Care lead (in line with recommendations in the Duty of Care Report) and sit on the task force. The task force will consider who best to Chair the group. In the meantime, LN will Chair it.

8.2 R and J Technical and Rules

Recommendation: England Boxing Per Diem Payments to Officials.
That any official appointed by England Boxing to an International event or tournament should receive a payment of £25 per day including travel days. Payments are not to be made if the Local Organising Committee pay a per diem to the officials.

Agreed to provide the per diem for international tournament abroad, provided the money can be found with existing budgets / cost savings.

Recommendation, Clothing issued to Officials: All officials on their first / next England Boxing international appointment is to be presented with an England Boxing tracksuit, polo shirt, t-shirt and pair of shorts.

Agreed

Draw at Championships; That other than the Elite Championships, Championship draws should be made in advance of any boxing to limit needless travel.

To be reviewed by the Competitions Sub committee

Recommendation Youth Championships: That Youth Championships should be conducted in a similar fashion to the Juniors having each year of birth as a competition category as Youth Cadet and Youth, with Youth being pathway championship category.

To be reviewed by the Competitions Sub committee

Recommendation Head Guards: It is recommended that elite boxers may wear a head / guard provided both coaches and boxers agree and both boxers have had 10 or less bouts. This does not apply in Championships.

After a debate and vote the proposal was rejected.

It was further recommended that information around the safety issues and medical evidence regarding headguards be made available on the website.

Recommendation Professional Boxers returning to Amateur Boxing:

Two motions had been brought to the Board from the Compliance and R and J committee as follows;

Legal and Compliance Professional boxers - There are concerns as to the legality/viability of such a policy, including whether there may be restraint of trade issue with imposing a 6-bout limit. It is the sub-committee's recommendation to the Board that it either (a) allow professional boxers to become members of EB, without restriction, or (b) if it is not minded agreeing to this suggestion, make any decision to depart from this course after careful consideration and following receipt of appropriate legal advice. Considerations should include the impact on grass root membership.

	<p>R and J: Pro Boxers who hold or who have held a professional boxing license of any kind may return to England Boxing from 1 Jan 2018 should the following criteria be met;</p> <ol style="list-style-type: none"> They can guarantee experience that does not exceed 6 bouts. The professional license is relinquished. A report from the National Federation that issued the license is provided to inform England Boxing of any medical issues and the complete experience history of the boxer. The boxer is medically fit to box this is to be determined by both organisations. <p>This recommendation does not impact or influence any criteria from GB Boxing on the selection of an athlete.</p> <p>After a debate and vote on the issue the following was agreed;</p> <p>Boxers who hold or who have held a professional boxing license of any kind may return to England Boxing from 1 Jan 2018 should the following criteria be met;</p> <ol style="list-style-type: none"> They can guarantee experience that does not exceed 6 bouts. The professional license is relinquished. A report from the National Federation that issued the license is provided to inform England Boxing of any medical issues and the complete experience history of the boxer. The boxer is medically fit to box this is to be determined by both organisations. <p>For the avoidance of doubt this applies across all aspects of the sport.</p> <p>Recommendation Lost BCR1's: That when a duplicate BCR1 is issued, the boxer cannot box for 30 days from the date of issue unless he/she can prove that there is no current suspension in place. This decision has been taken as a duty of care to the boxer.</p> <p>Agreed</p> <p>8.3 Audit Sub Committee</p> <p>Undertake a comprehensive review of the event calendar for future years to include input from non-boxing directors, other sport and those outside the sporting community, e.g. music, with an event management bias rather than a boxing centric approach.</p> <p>To be reviewed by the Competitions Sub committee</p> <p>8.4 Clubs, Membership and Development</p> <p>£10,000 funding for membership event s and development of subcommittee – MN to report to the of why and what is required.</p> <p>Rejected pending overall budgetary review.</p>	
<p>Item 9</p>	<p>Risk Register:</p> <p>9.1 A review of the risk register was presented.</p> <p>9.2 It was noted that sub committees were now putting Risk on their respective agendas. It was requested that any additions to the Risk register should be made through DC.</p>	
<p>Item 10</p>	<p>Talent Pathway Update:</p> <p>10.1 It was reported that contractual outcomes for Talent between Sport England and England boxing were ongoing it was likely these would be as follows:</p>	

	<ul style="list-style-type: none"> Improved performances at the top of the England Talent Pathway - measured by the medal return of programme boxers in named major events (Worlds, Europeans & Youth Commonwealths only). Increasing proportion of female athletes in the pathway - measured by the total number of female athletes in the pathway as compared to the overall programme total. Progression of pathway athletes within the talent pathway - measured by proportion of athletes with an Individual Athlete Plan and the proportion of these achieving their targets alongside the Boxer Development Framework. <p>10.2 The performance of the teams at the European Junior Championships, European Women's Youth and Junior Championships Youth Commonwealth Games and European School boy champions was noted. It was agreed a full review would take place at the end of the International season in December.</p> <p>10.3 It was reported that the selection policies for the England Boxing teams and the code of conduct were being reviewed.</p> <p>10.4 It was reported that Pathway Management Group had been convened. It was reported that now England Boxing talent had been separated from GB Boxing a specific Talen Sub Committee would be established.</p>	
<p>Item 11</p>	<p>Commonwealth Games:</p> <p>11.1 DC updated the Board on the Commonwealth Games progression and the following items were discussed;</p> <p>11.2 Site Visit to take place in December where transport and logistics between the village and the venue would be discussed.</p> <p>11.3 Travel Dates confirmed as follows team departs 24th March 2018. Pre-games game to take place at Griffin University. Team to enter the Village 1st April.</p> <p>11.4 Details of the Security briefing were provided.</p> <p>11.5 Final makeup of the team still to be decided but selection had to be confirmed by 31 December 2017.</p>	
<p>Item 12</p>	<p>AOB:</p> <p>12.1 Disciplinary Process: A concern over a disciplinary case was raised. It was explained that there was now an independent process and that given the outcomes of recent hearings the process appeared to be working.</p> <p>12.2 Sub Committee Meeting Dates: It was requested as detailed at the previous board meeting that subcommittee meeting dates fall in line with the agreed timetable in relation to the Board meetings. It was agreed that setting of Board dates for the year would help in this regard.</p> <p>12.3 Locations of the Board meetings: It was explained that due to the number of Directors located in and around London or with easier links to London then it was more economic to have the Board meetings take place in London.</p>	
<p>Item 13</p>	<p>Future meeting dates</p> <p>Tuesday 5th December</p>	

	Further dates for the Board meeting in 2018 are to be agreed following a Doodle poll.	
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Action Points from Meeting

Item	Details of Actions to be taken	Who by?	When by?